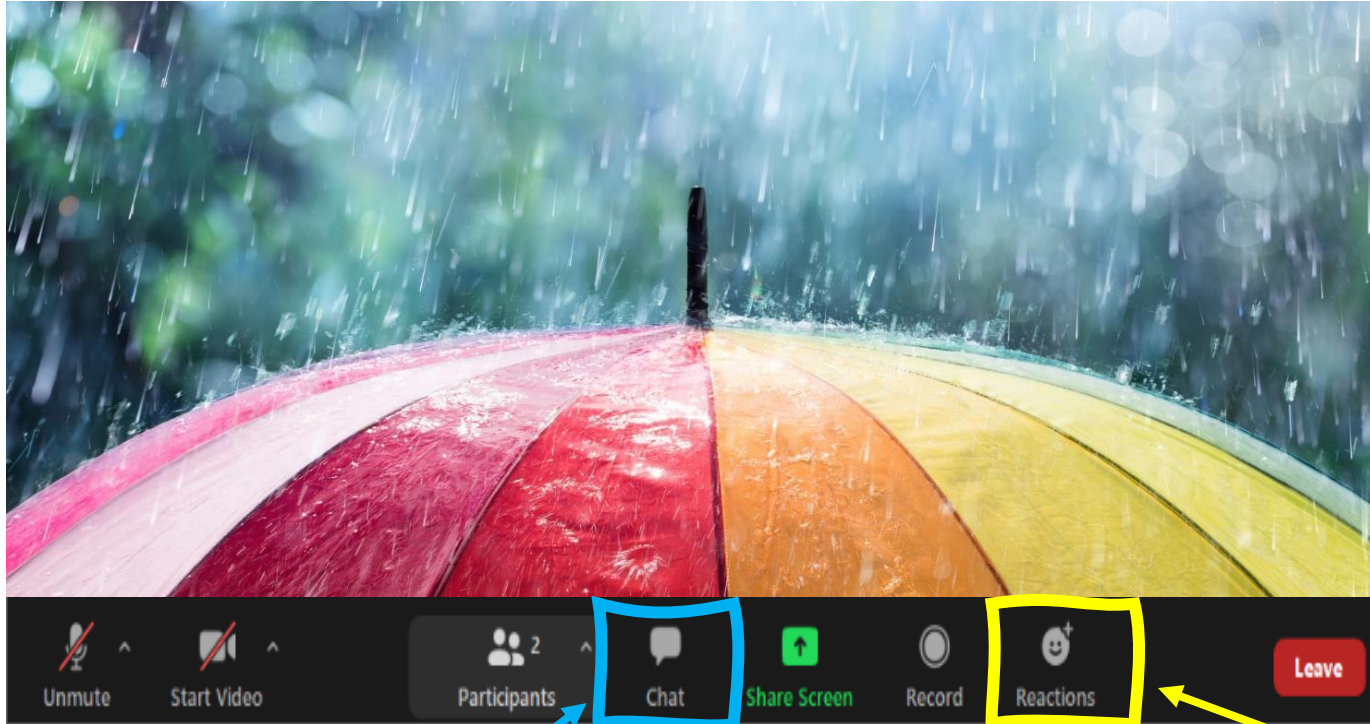# Stormwater Annual Reporting Workshop
How to Fill Out the 2023 Municipal Regional Permit (MRP) Annual Report Form

Monday, July 24, 2023

Welcome to the workshop, we will start soon

THIS WORKSHOP IS BEING RECORDED

**Welcome and Introduction:
Jon Konnan, EOA Inc.**

Before we begin…

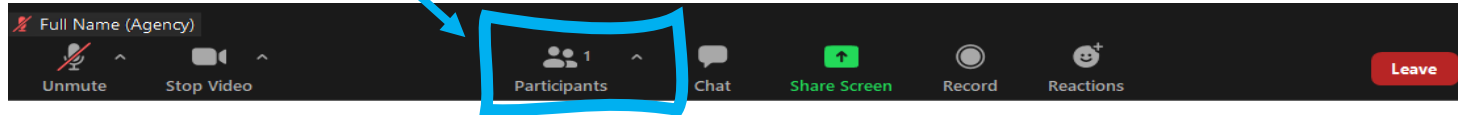Attendees start with camera and microphone off

Chat
(e.g., for questions)

Reactions & Raise Hand
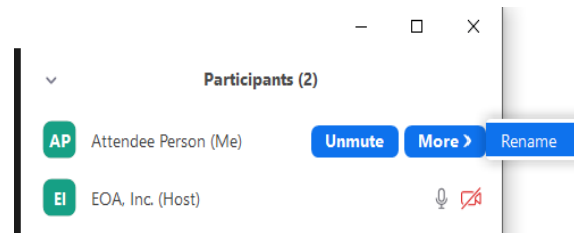(e.g., for questions)

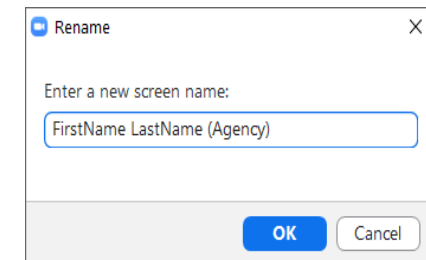# Please display your name and agency (First Name, Last Name, Agency)

1. Hover over the bottom portion of the window and click on "Participants"

2. Hover over your name in the participant list, until two buttons appear. Click on "More" then "Rename"

3. Enter your full name and agency and click "OK

Workshop basics

- For agency staff responsible for completing any section(s) of the MRP Annual Report form

- Speakers will explain how to answer questions in each section of the Annual Report form

- Covers all sections of the SMCWPPP version of the form except C.10 Trash Load Reduction

AGENDA

Welcome

Jon Konnan, EOA
1:00 – 1:05 pm

Muni Ops, CII, Copper, Conditionally Exempted, & Unsheltered
- Section 2 – C.2 Municipal Operations
- Section 4 – C.4 Industrial and Commercial Site Controls
- Section 5 – C.5 Illicit Discharge Detection and Elimination
- Section 13 – C.13.b. & c. Copper from Pools/Spas & Industrial Sources
- Section 15 – C.15.b.iii.(3) Exempted/Conditionally Exempted Discharges: Emergency Firefighting Discharges
- Section 17 – C.17.a.iii.(1) & (2) Unsheltered Homeless Populations

Kristin Kerr, EOA
1:05 – 2:15 pm

Public Outreach, Pesticides, & Conditionally Exempted
- Section 7 – Public Information and Outreach
- Section 9 – C.9.a. - C.9.d., C.9.f. Pesticides Control
- Section 9 – C.9.e. Public Outreach on Pesticides
- Section 15 – C.15.b.vi.(2) Exempted/Conditionally Exempted Discharges: Irrigation Water, Landscape Irrigation, and Lawn/Garden Watering

Vishakha Atre, EOA
2:15 – 2:35 pm

BREAK

2:35 – 2:45 pm

New & Redevelopment, Construction Site Controls, PCBs, & Copper
- Section 3 – C.3 Reporting New Development and Redevelopment
- Section 6 – C.6 Construction Site Controls
- Section 12 – C.12.g. Managing PCBs Materials during Building Demolition
- Section 13 – C.13.a. Copper from Architectural Features

Peter Schultze-Allen, EOA
2:45 – 3:55 pm

Closing Remarks

Jon Konnan, EOA
3:55 – 4:00 pm

SMCWPPP version of Annual Report form does not include the following provisions

- <u>Provision C.8</u> Water Quality Monitoring is reported on separately by Countywide Program.

- <u>Provision C.14</u> Bacterial Controls for Impaired Waters is not applicable to San Mateo County Permittees, with exception of City of San Mateo. The City of San Mateo should use the BAMSC Annual Report form for this section.

- <u>Provision C.16</u> Discharges to Areas of Special Biological Significance is only applicable to the County of San Mateo. However, this provision does not include Annual Reporting requirements. The County of San Mateo should fulfill other reporting requirements in Provision C.16.

- <u>Provision C.18</u> Control of Sediment Discharges from Coastal San Mateo County Roads is only applicable to the County of San Mateo. The County of San Mateo should use the BAMSC Annual Report form for this section.

- <u>Provision C.19</u> Cities of Antioch, Brentwood, and Oakley, Unincorporated Contra Costa County, and the Contra Costa County Flood Control and Water Conservation District Requirements is not applicable to San Mateo County Permittees.

- <u>Provision C.20</u> Cost Reporting requirements for Annual Reporting begin with the September 2025 Annual Report.

- <u>Provision C.21</u> Asset Management requirements for Annual Reporting begin with the September 2025 Annual Report.

General guidance

- Do not leave any questions blank

- Add comments/explanations where needed in a comment box, not in a footnote

- DELETE highlights – delete highlighted guidance text or remove highlighting

- Review last year's Annual Report in SMARTs and comments received from Water Board staff

Important dates

- **Aug 18**
  - EOA will provide draft C.10 Trash Load Reduction sections to SM County Permittees
- **Sept 1**
  - SM County Permittees to provide their draft Annual Reports to EOA for review
  - Draft Countywide Program Annual Report emailed to SM County Permittees for review
  - Permittees provide List of Newly Installed Stormwater Treatment Systems (Table C.3.h.v.(2)) to SMCWPPP staff
- **Sept 15**
  - EOA to provide comments to SM County Permittees on their draft Annual Reports
  - Permittees to provide comments to EOA on draft Countywide Program Annual Report
- **Sept 22**
  - Permittee final Annual Reports to be completed by this date
  - Final SMCWPPP Annual Report provided to Permittees for uploading via SMARTs along with Permittee Annual Reports
- **Sept 29**
  - Target date to certify and submit final Countywide Program and Permittee Annual Reports via SMARTS to the Water Board

SMARTS

- Permittees should upload and certify an electronic copy of their FY 2022/23 Annual Report (PDF format) using SMARTS by **September 29, 2023**

- Step-by-step instructions: Water Board staff guidance document "Permittee Guide to Annual Report Submission in SMARTS" (dated July 14, 2021)

- Review SMARTS records well in advance to verify designated staff and update as needed

  o Legally Responsible Person (LRP)

  o Duly Authorized Representative (DAR)

  o Data Entry Person (DEP)

- Each Permittee is required to upload the Countywide Program Annual Report along with its own Annual Report

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

Annual reporting resources will be available on member's only pages of SMCWPPP website: flowstobay.org

English / Español / 繁體中文 / Filipino | Events Calendar | Contact | Blog | Search
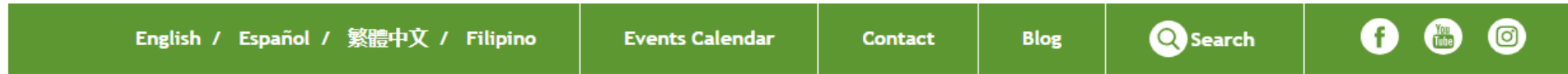
ABOUT FLOWS TO BAY   PREVENTING STORMWATER POLLUTION   DATA & RESOURCES   GET INVOLVED   PERMITTEES

— FY 21-22 Annual Report Materials

- FY 2021-22 Annual Report Guidance SMCWPPP.pdf - Permittees should start here. This guidance memorandum refers to each of the below documents.
- FY 2021-22 Annual Report Certification Statement.docx
- FY 2021-22 Annual Report Cover Letter.docx
- SMCWPPP FY 2021-22 AR form.zip (zipped folder with a Word file for each section of the Annual Report form)
- FY 21-22 Memorandum-SMCWPPP trash hot spots_ALL.pdf
- Trash Hot Spot Cleanup Data Collection Form.doc (an attachment to FY 21-22 Memorandum-SMCWPPP trash hot spots_ALL.pdf)
- SMCWPPP Trash Hot Spot Activity Report_FY_21-22.xls
- May 1, 2020 COVID-19 notification letter
- July 14, 2021 SMARTS guidance

FY 22-23 materials to be added in near future

Will also post slides from this workshop and recording

Please complete the workshop evaluation survey

- Link is in the chat

- You can fill it out as we go along and/or after the workshop (we will provide another reminder at the end)

- We use your input to help us improve future workshops

- We will also post poll questions during the workshop

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
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**Stormwater Annual Reporting Workshop
July 24, 2023**

BREAK

We will return to the workshop shortly

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Reminder: please complete the workshop evaluation survey

- Link is in the chat

- We use your input to help us improve future workshops

Thank you for participating!

- Questions?

  o Reid Bogert, Program Director, rbogert@smcgov.org

  o Jon Konnan, jkonnan@eoainc.com

  o Kristin Kerr, kakerr@eoainc.com

  o Vishakha Atre, vatre@eoainc.com

  o Peter Schultze-Allen, pschultze-allen@eoainc.com